

Room Fee Schedule

Effective 1/1/2024

Location (all rentals include use of the parking lot)	Full Day more than 6 hours	Half Day 3 to 6 hours	Quarter Day up to 3 hours	Description	Seating Capacity
Entire Building	\$900	\$600	\$300	Entire Building*	Varies by Room
Auditorium/Sanctuary	\$600	\$350	\$200	Auditorium & Piano	110 Fixed Seats; 125 with Additional Chairs
East Room	\$125	\$85	\$50	Sink, under counter refrigerator	12 standing/6 seated
West Room, Kitchen & Deck	\$600	\$350	\$200	*	73 standing/35 seated
Memorial Service	\$700	\$450		Entire Building*	

* Includes access to folding chairs, tables, kitchen (microwave, refrigerator, stove, etc.)

Important – Please Read

The following are required to secure your date and time on our calendar:

1. A signed agreement.
2. A refundable security deposit of \$100 for groups of 29 or less or \$200 for groups of 30 or more.
3. The full rental amount.
4. For a nonprofit organization, a copy of your tax-exempt status letter from the IRS or the California Franchise Tax Board (FTB).

There is a 15% cancellation fee with a minimum of \$50. Notice of cancellation must be given 7 days before the event to receive any refund.

There is a 15% change fee with a minimum of \$25.

